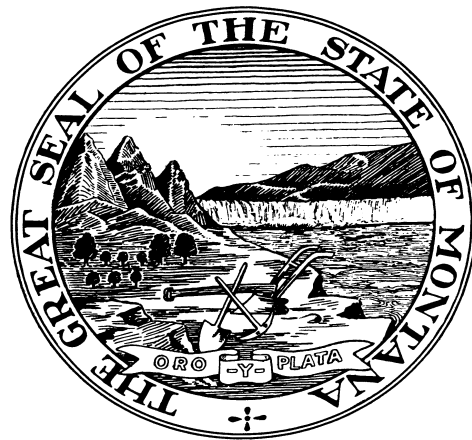


Montana Teachers' Retirement System



MASBO Training

TRS Website: www.trs.mt.gov

Teachers' Retirement System

12/12/2006

Administrative Services

David L. Senn
Executive Director
dsenn@mt.gov
(406) 444-3376

Tammy Rau
Deputy Executive Director
trau@mt.gov
(406) 444-3432

Rita Karnopp
Executive Secretary
rkarnopp@mt.gov
(406) 444-3754

Carol Van Liew
Administrative Support
cvanliew@mt.gov
(406) 444-3999

Accounting Services

Dan Gaughan
Accounting/Fiscal Manager
dgaughan@mt.gov
(406) 444-3679

Jean Boucher
Accountant
jboucher@mt.gov
(406) 444-3323

Donna Bertram
Accounting Technician
dbertram@mt.gov
(406) 444-2540

Active Member Services

Janet Cooper
Benefit Officer
jcooper@mt.gov
(406) 444-3324

Johnelle Sedlock
Benefit Officer
jsedlock@mt.gov
(406) 444-4113

Sandy Donahue
Benefit Specialist
sadonahue@mt.gov
(406) 444-2465

Retired Member Services

Karla Scharf
Retired Benefit Manager
kscharf@mt.gov
(406) 444-3135

Natalie Chamberlain
Retired Benefit Specialist
nchamberlain@mt.gov
444-3185

Gayle Eby
Retired Benefit Technician
geby@mt.gov
(406) 444-2441

Information Services

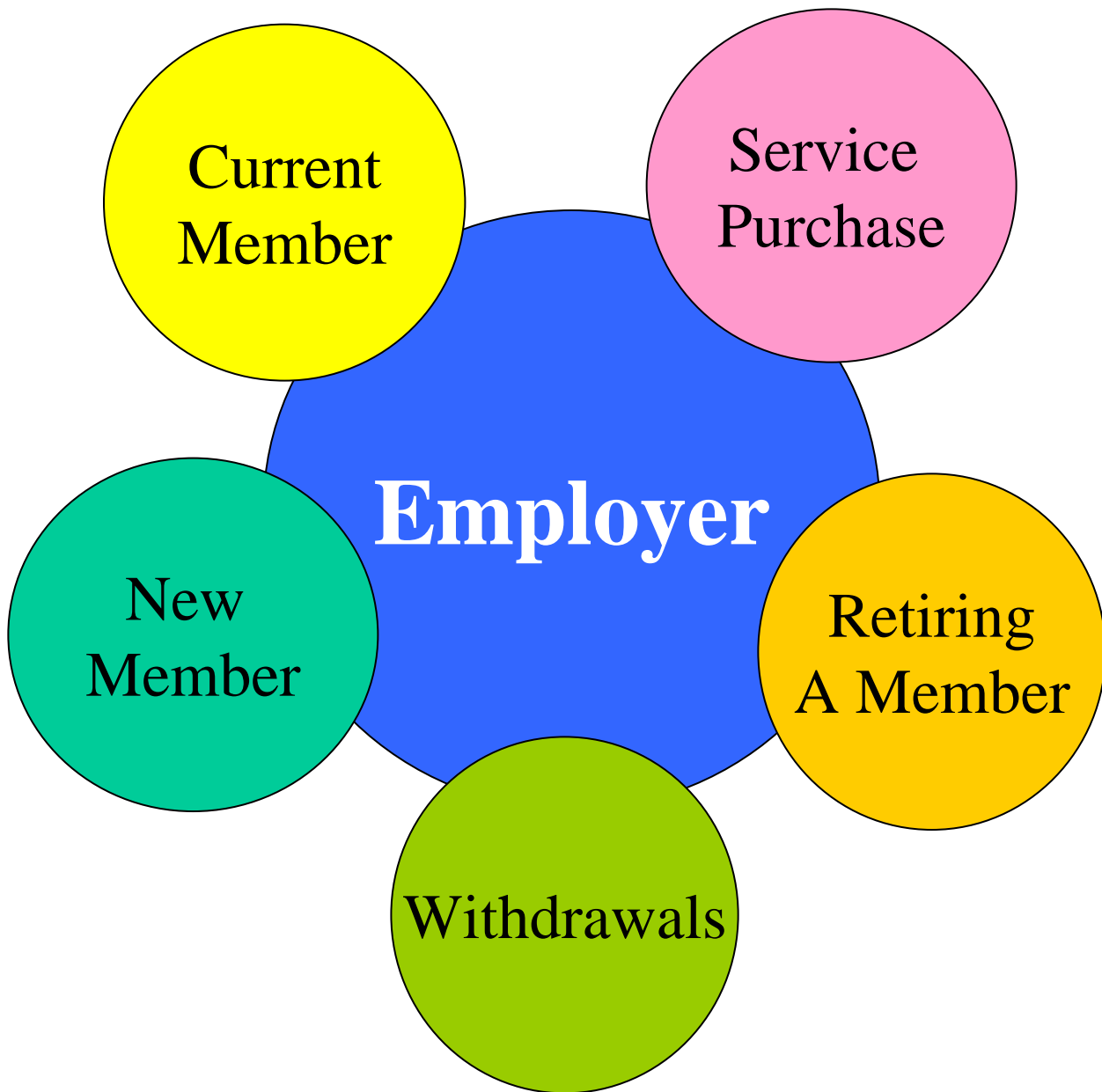
Bill Hallinan
Info. Systems Manager
bhallinan@mt.gov
(406) 444-3395

Rex Merrick
Info. Systems Analyst
rmerrick@mt.gov
(406) 444-9293

Dorothy Morrison
Quality Control Technician
dmorrison@mt.gov
(406) 444-1886

TRS STATISTICS

- 381 Total Reporting Entities
 - 368 School Districts
 - 8 State Agencies
 - 5 College Units
- 38,617 Total Membership
 - Over 18,000 active members
 - More than 11,000 retirees/beneficiaries





**TRS
Membership**

Employer Manual
Section 3 – Page 2

**Reportable Earned
Compensation**

Employer Manual
Section 1 - Page 5

**Membership Election
Substitute Teacher
or Part-Time
Teacher's Aide**

Employer Manual
Section 3 – Page 12

TRS MEMBERSHIP

Reportable Positions

- **Teachers**
- **Teacher's Aide/ Paraprofessional**
- **Substitute Teachers**
- **Librarians**
- **Drivers Ed Instructors**
- **PE Instructors**
- **Speech Therapists**
- **School Psychologists**
- **School Nurses**
- **Guidance Counselors**
- **Principals**
- **Superintendents**
- **Coaches**

May be reported Full Time, Part-Time or Hourly

TRS MEMBERSHIP Cont.

Non-Reportable Positions

- **Bus Driving**
- **Custodian**
- **Ticket Taking**
- **Hall Monitoring**
- **Cafeteria Services**
- **Playground Aide**
- **Information Technicians**

***PERS positions, if reportable**

REPORTABLE EARNED COMPENSATION

Definition

An employee's base contract and any additional compensation for other instructional duties.

ADDITIONAL REPORTABLE EARNED COMPENSATION

- Teaching Summer School
- Coaching
- Driver's Education

FRINGE BENEFITS NOT REPORTABLE

- **Insurance premiums paid by the employer**
- **Employer payment for reimbursement of expenses.**
- **Imputed value of insurance**
- **Non-cash benefits**
- **Lump-sum payment of unused leave**
- **One-time incentive or bonus payments**

New Member

**Record
For
Membership**

Employer Manual
Section 3 – Page 4

**Beneficiary
Designation**

Employer Manual
Section 3 – Page 5

**New TRS
Member
Questionnaire**

Employer Manual
Section 3 – Page 9

**Beneficiary
Designation
(Attachment)**

Employer Manual
Section 3 – Page 8

Current Member

**Change of
Mailing
Address**

[Employer Manual](#)
[Section 3 - Page 13](#)

**Member/Recipient
Name Change**

[Go to TRS Website](#)

Service Purchase

Model Resolution

Employer Manual
Section 5 - Page 4

Service Purchase Irrevocable Election

Employer Manual
Section 5 - Page 8

Retiring A Member

Request for an Estimate of Benefits

Employer Manual

Section 7 – Page 3

Termination Pay Option 1

Authorization for Deduction of Health Insurance

Employer Manual

Section 8 – Page 4

Termination Pay Irrevocable Election Form

Employer Manual

Section 6 – Page 4

Termination Pay Option 2

Termination Pay Option 3

Employer Manual

Section 6 – Page 9

Post Retirement Earnings

Employer Manual

Section 8 – Page 2

Retirement Application Process

Employer Manual

Section 7 – Page 2

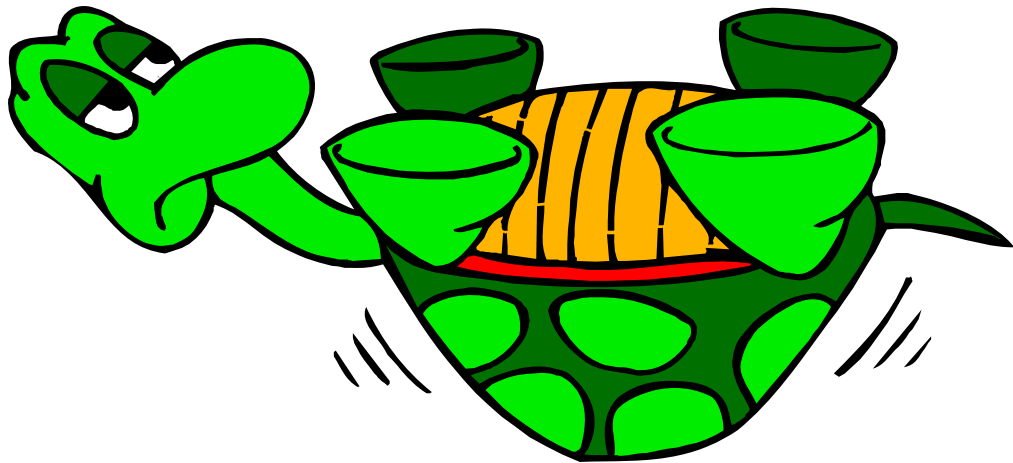
Withdrawals

Withdrawal of Member's Account

Employer Manual

Section 9 – Page 3

OH MY ACHING BACK!!



End of Presentation.